

• IMPLEMENTING THE TIP

Projects included in the Transportation Improvements Program (TIP) have been reviewed by MCDOT staff, recommended by the Transportation Advisory Board (TAB) and approved by the Board of Supervisors (BOS). When each project is approved, and included in the MCDOT budget it is assigned to a team headed by an experienced project manager. Team composition varies with the project's scope and complexity. The project manager is exclusively responsible for the project from the initial Development Phase through final Construction.

The Development Phase includes a preliminary design in the form of a Design Concept Report (DCR) and then a final design. The Construction Phase involves right-of-way acquisition, utility relocation, and actual construction. Once construction begins, the project manager shares the responsibility for the project with the MCDOT Operations and Construction Division. Each team member is responsible for completing assigned tasks on schedule and within budget.

Before a project can be recommended to the BOS for construction in the TIP the DCR, final design, and all intergovernmental agreements must be completed. Affected utility companies, adjoining municipalities, and all project partners are provided copies of the preliminary plans for review and comment. Partnering agreements are normally finalized during the DCR stage of the project. When the DCR is completed, it is evaluated and numerically ranked against all other DCRs for consideration to continue on to design. The ranking system is used as a guide in recommending the best projects to the TAB and BOS for inclusion in the TIP. A public involvement plan ensures that input from County citizens is obtained and considered as part of the DCR and design processes.

Usually a project is designed only after a DCR is completed. Sometimes a project will be designed but not immediately scheduled for construction. This creates a shelf project that can later be scheduled for construction to take advantage of increased revenues or schedule slippage by other projects. However, in most cases the project will be considered for construction as the design plans near completion.

The Public Works Land and Right-of-Way Division begins to acquire the needed land from neighboring property owners when the final design is completed. Obtaining right-of-way is a vital step in the construction process, since MCDOT can only build on property it owns or has legal access to through easements. The Public Works Land and Right-of-Way Division handles all appraisals, real property title services, relocations, and negotiations with property owners and courts. As the final project details are worked out, the public is again involved, usually at a local public meeting.

When the final plans and specifications are completed, construction bids are solicited from potential contractors. The procurement process requires MCDOT to use an open and competitive bidding process to award projects. In most circumstances the County must accept the lowest, most responsible bidder.

Maricopa County personnel provide construction quality control inspections of all materials and processes to ensure the project is constructed to the contract specifications. Upon completion of the project, a one-year warranty period begins to ensure the completed project was built as intended and will withstand the Arizona environment.

